

## **Overtime & Holiday Premium Hours Worked on Response**

Personnel working on Hurricane Harvey will charge **ALL** overtime hours (regular & irregular) and holiday premium hours (employees NOT on standby duty) to the following PPL+ Account Code:

**16/17 BR 06LOX13 303DC6 H001**

The first 8 hours of work on a holiday are charged to holiday premium pay, and any additional hours are recorded as overtime in PPL+. For example, if you worked 12 hours on Labor Day you would charge 8 hours holiday premium, and 4 hours of overtime.

## **Employees with a 100% Trust Fund FAN (Superfund, Oil, LUST)**

Personnel working on Hurricane Harvey who have a 100% Trust fund FAN will charge **ALL** Regular & Overtime hours to the Mission Assignment under the following PPL+ Account Code:

**16/17 BR 06LOX13 303DC6 H001**

## **Employees with a 100% Non-Superfund FAN (EPM Money and S&T)**

Personnel working on Hurricane Harvey must charge their all their regular hours according to their specific FAN breakdown with the "HVV" code added to their home organization. For example:

A Water employee with a 100% EPM FAN would charge their **REGULAR** time in PPL+ as follows for a complete 80 PP worked on the Harvey Response. If their FAN was:

17/18 B 06K 501E44 25%

17/18 B 06K 201B53 75%

Their PPL+ would be:

**17/18 B 06K0HVV 501E44 H001 20.00 hours (25%)**

**17/18 B 06K0HVV 201B54 H001 60.00 hours (75%)**

## **Employees with a Split FAN – Partial Trust-fund and Partial EPM or S&T**

Personnel working on Hurricane Harvey who have a split FAN must charge the **Trust fund** portion of their regular to the Mission Assignment directly and charge their **non-Trust fund** portion of their FAN to the "HVV" org code by their specific FAN percentage and PRC.

For example, this is the FAN of a Water division employee 60/40 EPM/Superfund split. If their FAN was:

17 T 06K 303DD2 40%

17/18 B 06K 202BD4 60%

Their PPL+ for a normal 80 pay period would be as follows:

**16/17 BR 06LOX13 303DC6 H001 32.00 hours (40%)**

**17/18 B 06K0HVV 202BD4 H001 48.00 hours (60%)**